



## Board of Accountancy

### Code Reference

### **Firm Permit to Practice Accountancy**

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A “firm” means a proprietorship, a general business corporation, a professional corporation, a limited liability company, a partnership, or other form of legal entity issued a permit under Indiana Code 25-2.1-5 (Permits for Firms) or registration under Indiana Code 25-2.1-6 (Accounting Practitioners). A “permit” means a permit to practice accountancy as a firm issued under Indiana Code 25-2.1-5 or another state. According to Indiana Code 25-2.1-5 (a), an applicant for initial issuance or renewal of a permit to practice under this chapter must show that:

- (1) a simple majority of the ownership of the firm, in terms of financial interests and voting rights of all partners, officers, shareholders, members, or managers, belongs to holders of an active CPA certificate issued under this article or a corresponding certificate that is issued after examination by another state; and
- (2) the partners, officers, shareholders, members, or managers whose principal place of business is in Indiana and who practice accountancy in Indiana hold a valid CPA certificate issued under this article. A firm issued a permit under this section may include no licensee owners if:
  - (1) the firm designates a licensee who is responsible for the proper registration of the firm and identifies that individual to the board;
  - (2) all no licensee owners are active individuals participants in the CPA or PA firm or affiliated entities; and
  - (3) the firm complies with the other requirements that the board may impose.

An applicant for initial issuance or renewal of a permit to practice as a CPA firm under this chapter must:

- (1) register each office of the firm within Indiana with the board; and
- (2) show that all attest and compilation services rendered in this state are under the charge of an individual holding a valid CPA certificate issued under this article or the corresponding provisions of another state.
- (3) notify the board in writing, not more than thirty (30) days after a change:
  - a. In the identities of partners, members, officers, or shareholders who work regularly in Indiana;
  - b. In the number or location of offices in Indiana;
  - c. In the identity of the individuals in charge of the offices; and
  - d. Of the issuance, denial, revocation, or suspension of a permit by another state.

### **Mail Completed Form and Permit Fee to Indiana Professional Licensing Agency - Indiana Board of Accountancy**

1. Complete Application **for Accountancy Firm Permit** - State Form 46609
2. Fee:

Issuance Fee:	\$30.00, or
Renewal Fee:	\$30.00, or
Restoration Fee:	\$50.00